

**Town Meeting Coordinating Committee Meeting  
Minutes from March 27, 2009**

1. **Call to Order:** The meeting began at 4:37 pm in Room 101 of the Bangs Center. Present at the beginning of the meeting were: Harry Brooks, Nonny Burack, Dorwenda Bynum-Lewis, Peggy Roberts, Judy Simpson, and Mary Streeter. Carol Gray was absent. Mary left at 5:15.
2. **Minutes of March 13:** Judy moved and Nonny seconded that we approve the minutes of March 13 as amended. The vote was 4-0-2 with Peggy and Dorwenda abstaining.
3. **Materials for Packets:** The deadline for the first mailing to Town Meeting members is Monday, April 13. Mary asked a friend to create an attention-getting label template to which she added dates of upcoming events. A few suggested edits were made. Mary will email the template to Dorwenda who will print approximately 270 labels for the packet envelopes. Nonny will ask Kate Seaman for the plain envelopes. Dorwenda will add the labels to the envelopes.

After a discussion of informational pages that the TMCC has inserted into past mailings, it was decided that we would bring samples to the April 5<sup>th</sup> meeting and make decisions then. Nonny suggested we include a write-up of how to join Town Meeting since some precincts do not have a full slate of candidates. The Town Clerk runs the TMCC Election during Town Meeting. Peggy wondered if we should ask Sandra Burgess to put TMCC nomination and election information into the second mailing. It was noted that the April 14<sup>th</sup> "How to Fund Human Services?" Forum will occur before the packet is mailed so publicity will have to be done via the listserv and other media.

4. **Precinct Meetings:** Mary said the schedule is complete and will soon appear on the Town website. She will add a reminder to TM members to bring their copies of the warrant and other packet materials to Precinct Meetings and the Warrant Review. She will email a copy to Harry who will submit the chart to the Amherst Bulletin by April 9. As soon as possible he will submit the information to ACTV to be put on the scroll.
5. **Warrant Review:** Otto Stein, Martha Hanner, and Barbara Ford, from the Amherst League of Women Voters will meet with Harry and Peggy at Peggy's house at 10 am on April 6 to plan this event.
6. **Meeting with the Finance Committee on April 2:** Nonny will post a TMCC meeting at Town Hall for 6:30 since many members are planning to attend. Carol will be asked to update Dorwenda on the issues to be discussed.
7. **"How to Fund Human Services?" Forum:** To be discussed later.
8. **Bus Tour:** Harry discussed possible locations, including the possibility of viewing ambulances at the Fire Station, Main, Dickinson, and High Street neighborhood, Hills Park, Atkins Corner, and 79 South Pleasant Street. This topic will be on the April 5 agenda for further discussion.

- 9. Publicity - Box in Amherst Bulletin for Town Meeting Events:** Dorwenda spoke to someone [Noah Hoffenberg] who said they could not give special treatment to any one organization. We still need press releases for Town Meeting events. Harry will contact Phyllis Lehrer. Harry will try to send to the Bulletin, Gazette, Springfield Republican, and ACTV.
- 10. Library Notice:** Dorwenda will ask at the library about a poster for Town Meeting. She will bring an answer to the April 5 meeting and make a poster.
- 11. Adjournment:** Nonny moved to adjourn and Dorwenda seconded the motion. The vote was unanimous to adjourn at 5:44 pm.

**Documents Distributed at the meeting:**

1. Agenda for today's meeting
2. Minutes from March 13, 2009
3. Sample Attention-getting labels for packet envelopes

Respectfully submitted by Mary Streeter and Judy Simpson